

## **Community Outreach Services Corporation - Board of Directors**

Community Outreach Services Corporation operates Restoration Towers (a senior citizen facility in Detroit); Senior Nutrition Programs in Livingston, Oakland, Washtenaw, and Wayne Counties; Computer Technology Centers in Detroit and Highland Park; and sponsors broadband computer labs open to the public in the Michigan communities of Boyne City, Burton, Charlotte, Flint, Lansing, and Riverview – all through its Board of Directors.

The Board members are elected to three year staggered terms to assure continuity of the Board. By-laws require that the Board shall consist of at least twelve directors, but not more than eighteen directors. These include the Mission Center President and Mission Center Financial Officer as ex-officio Directors, up to eleven persons elected at large from the Mission Center membership, and up to six persons elected at large representing the communities being served by the Corporation. In addition, any newly elected Director is subject to being approved by the U.S. Department of Housing and Urban Development (HUD) so long as HUD remains the regulatory agency and the Federal Housing Administration (FHA) is the insurer of the Corporation's Mortgage Note.

### **Code of Ethics**

As a member of this board I will:

- Remember the interests of all people served by this organization.
- Not use the organization or my service on this board for my own personal or business advantage or for the individual advantage of my friends or supporters.
- Keep confidential information confidential.
- Approach all board issues with an open mind, prepared to make the best decision for the whole organization.
- Do nothing to violate the trust of those who elected me to the board or of those we serve.
- Focus my efforts on the mission of the organization and not on my personal goals.
- Never exercise authority as a board member except when acting in a meeting with a board quorum or as I am delegated by the board.
- Declare conflicts of interest between my personal life and my position on the board, and abstain from voting as appropriate.
- Never interfere with the duties of the management agent, or undermine his or her authority with the employees and/or participants in the programs being managed on the Board's behalf.

### **Board Responsibilities**

1. Determine the organization's mission and purpose
2. Select and support the management agent, and review his/her performance periodically
3. Approve and monitor the organization's programs and services
4. Raise money
5. Ensure effective fiscal management
6. Engage in strategic planning
7. Carefully select and orient new board members
8. Understand the relationship between the board, staff, program participants and the management agent
9. Enhance the organization's public image
10. Organize itself so that the board operates efficiently

## Community Outreach Services Corporation - Board of Directors

### Term of Office

Directors who are not ex-officio member of the Board shall be elected for three year staggered terms and shall serve until their successors are chosen and qualified. Each elected group shall be assigned two or more Directorship positions per year for a three year term. No elected Director shall serve more than three consecutive full terms of office.

### Mission Center Representatives

Previously elected terms beginning Jan. 1, 2014 and ending Dec. 31, 2016

Rogers Claussen, David McCray, Andy Omans, John Seifert

Previously elected terms beginning Jan. 1, 2015 and ending Dec. 31, 2017

Thomas Jeffers, Cynthia Omans

Nominees for terms beginning Jan. 1, 2016 and ending Dec. 31, 2018 (two seats available):

**Tamera Bollman** – Plymouth Congregation, Elder, Female

**Julie Bock** – Detroit Hope Congregation, Seventy, Female

### Community Representatives

Previously elected terms beginning Jan. 1, 2014 and ending Dec. 31, 2016

Michael Herrick, Cathy Williamson

Previously elected terms beginning Jan. 1, 2015 and ending Dec. 31, 2017

Rick MacGregor, Richard Brownlee

Nominees for terms beginning Jan. 1, 2016 and ending Dec. 31, 2018 (two seats available):

To Be Determined